

PHYSICIAN'S ASSISTANT

THE BUREAU OF PRISONS IS AN EQUAL OPPORTUNITY EMPLOYER
COMPETITIVE CAREER VACANCY (OPEN UNTIL FURTHER NOTICE)

Opportunities in the Federal
Government Announcement No.
603 GS-7/9/11
(Revised October 1999)

Submit forms to:
Federal Bureau of Prisons
Examining Section
10010 Junction Drive
Suite 116 South
Annapolis Junction, MD 20701

SELECTION WILL BE MADE WITHOUT DISCRIMINATION FOR ANY NON-MERIT REASON SUCH AS RACE, COLOR, RELIGION, NATIONAL ORIGIN, AGE, SEX, PHYSICAL DISABILITY, MARITAL STATUS, SEXUAL ORIENTATION OR MEMBERSHIP IN AN EMPLOYEE ORGANIZATION.

DUTIES

Physician's Assistants provide diagnostic and therapeutic medical care and services. The work requires knowledge of specific observation and examination procedures, and ability to perform designated diagnostic and therapeutic tasks. The work does not include the full scope of interpretation of medical findings requiring the professional background of the licensed physician.

PA's assist in the observation and evaluation of patients by performing such duties as taking case histories, conducting physical examinations and ordering laboratory studies. They may carry out special procedures such as applying and removing casts, performing lumbar punctures or suturing minor lacerations.

Depending on the particular assignment PA's may perform routine incisions and drainages, provide wound care and debridement, perform nasogastric intubations and gastric analysis, draw blood specimens, order routine medications, etc. The PA may also perform diagnostic tests such as insulin and IV glucose tolerance tolbutamide tests, tissue biopsies, spinal taps, paracentesis and other diagnostic procedures.

PA's enforce the rules and regulations governing the operation of a correctional institution and the confinement, safety, health and protection of inmates. This may, at times, require arduous physical exertion in the subduing of recalcitrant inmates who may be armed or assaultive.

PA's may be called upon to supervise the various work assignments of inmates.

On occasion, Physician's Assistants may be required to carry firearms.

Where the Jobs Are

Vacancies may exist in the correctional institutions shown on the Geographic Availability List that is included in the application package.

Qualifications Required

REQUIREMENTS FOR GS-7

Candidates for positions at GS-7 must meet requirements (1) and (2) below:

(1) A broad background of knowledge of the medical environment, practices, and procedures such as would be acquired by a bachelor's degree in a health care occupation such as nursing, medical technology, or physical therapy or by 3 years of responsible and progressive health care experience such as medical corpsman, nursing assistant, or medical technician, **and**

(2) Successful completion of a course of study of at least 12 months, including clinical training or preceptorship, specifically designed for professional-caliber physician's assistants in that it provided the candidate with the knowledge and ability to take a detailed medical history, to conduct a physical examination, to follow observation procedures, to order and perform diagnostic and therapeutic tasks, and to

exercise a degree of judgment in integrating and interpreting findings on the basis of general medical knowledge; or equivalent education and training.

The course of study or training must be approved by a nationally-recognized professional body or by a panel of physicians established by a federal agency for this purpose.

REQUIREMENTS FOR GS-9/11

In addition to the requirements for GS-7, one year of professional experience equivalent to the next lower grade level is required. This experience must have demonstrated the ability to perform professional caliber medical work as a physician's assistant with minimal supervision, including the exercise of a degree of judgment in integrating diagnostic findings and in determining the need for referral to a physician.

ACCEPTANCE OF PROFESSIONAL MEDICAL EDUCATION

Candidates who have completed 3 full years of a curriculum in an accredited medical school in the United States leading to the doctor of medicine or doctor of osteopathy degree may be rated eligible at GS-9.

Candidates who have completed the requirements for the degree of doctor of medicine or osteopathy, but who lack a license to practice in the United States, may be rated eligible at GS-11.

OR

Foreign medical graduates whose medical education is evaluated to be at least equivalent to four (4) U.S. credit years (academic years for which credit has been given towards the completion of a medical curriculum) may be rated at the GS-7 level.

Foreign medical graduates whose medical education is evaluated to be at least equivalent to six (6) U.S. credit years (academic years for which credit has been given towards the completion of a medical curriculum) may be rated at the GS-9 level.

In both instances described above, the candidate must have successfully completed the full medical curriculum prescribed by the medical school and by the country in which it is located.

AND

Obtain a letter from the Educational Commission for Foreign Medical Graduates (ECFMG), 3624 Market Street, Philadelphia, PA 19104-2685, which states "The documentation of your medical credentials is complete in your ECFMG file. Therefore, you will be eligible for a standard ECFMG certificate when you pass the Foreign Medical Graduate Examination in Medical Science and the ECFMG English test.

OR

A foreign degree evaluated to be equivalent to an MD degree in the U.S. can be rated eligible at the GS-11 level.

Basis of Rating

You will be rated on skill in making diagnosis, and selecting and providing appropriate treatment for medical or surgical EMERGENCIES (life or death or severe injury), as indicated until emergency assistance arrives; ability to assess a patient's condition, and to initiate appropriate treatment; knowledge of pharmaceuticals to treat disease and illness, to include a knowledge of the mechanism of action, side effects, toxic nature and drug interactions of medications; ability to interpret diagnostic tests in order to determine therapeutic treatment plans; and ability to deal effectively with patients. Ratings will be based upon statements in your application, responses to the Occupational Questionnaire for Physician's Assistant and upon any evidence which may be secured by the Bureau of Prisons with respect to pertinent education and/or professional work experience.

Length of Eligibility

Once you are rated eligible, you will be placed on the list of eligibles for one year. You may extend your eligibility by submitting up-to-date information on your qualifications at intervals of not less than 10 months nor more than 12 months. (If the information will qualify you for a higher grade, you do not need to wait until the end of the 10th month to submit your up-to-date information).

Citizenship

Must be a U.S. citizen.

Employment Interview

All qualified candidates will be subject to an employee interview prior to final selection. Interviews will be held within the general area (approximately 250 miles, roundtrip) where the applicant resides. All candidates must pay expenses to the interview site and to their first employment location.

Physical Examination

All applicants are subject to satisfactory completion of a physical examination.

Security Investigation

All applicants are subject to satisfactory completion of a full-field security investigation.

Training

All applicants must successfully complete training provided by the Bureau as follows:

200 hours of formal training within the first year of employment.

Successful completion of the Introduction to Correctional Techniques Program is a condition of employment. 120 hours of specialized training at our residential center located at Glynco, Georgia within the first 60 days after appointment. The required training includes tests in academics, firearms, and physical abilities testing.

Benefits

Low-cost health and life insurance may be obtained through federal employee programs.

Eligible for retirement at age 50 with 20 years of service or any age with 25 years of service.

A strong internal merit promotion system allows further advancement opportunities.

Salary

Physician's Assistants are appointed at the GS-7, GS-9, and GS-11 grade levels. Salaries of federal employees are adjusted periodically.

How to Apply

Application packages may be obtained by calling 1-800-800-2676 or by writing to:

Bureau of Prisons
Health Services Branch
320 First St., N.W., Rm 1034
Washington, DC 20534

Submit the following:

- * OF-612, Optional Application for Federal Employment; or Resume.
- * Occupational Questionnaire for Physician's Assistant Position.
- * Credential evaluation of foreign medical education.
- * Employment Availability Statement.
- * College Transcript.
- * Form DD-214, if applicable.
- * Form SF-15, Claim for

10-point Veteran Preference and a letter from the Veterans Administration and/or a branch of the military (dated within the last 12 months).

* If you have been convicted of a felony offense, submit proof of firearms relief that expressly authorizes you to possess a firearm.

* If you have been convicted of a misdemeanor crime of domestic violence, submit proof that the conviction has been expunged, or set aside or pardoned.

Department of Justice (DOJ)
Surplus or Displaced Employees
Requesting Special selection
Priority Consideration

If you are currently a Department of Justice employee who has received a Reduction in Force (RIF) separation notice or a Certificate of Expected Separation you may be entitled to special priority selection under the Department of Justice's Agency Career Transition Assistance Program (CTAP). To receive this priority consideration you must:

1. Be a current DOJ career or career conditional (tenure group I or II) competitive service employee who has received a RIF separation notice or a Certificate of Expected Separation (CES) and, the date of the RIF separation has not passed and you are still on the rolls of DOJ. You must submit a copy of the RIF separation notice or CES along with your application.

2. Be applying for a position

that is at or below the grade level of the position from which you are being separated. The position must not have a greater promotion potential than the position from which you are being separated.

3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This must be submitted with your application package.

4. Be currently employed by DOJ in the same commuting area of the position for which you are requesting priority consideration.

5. File your application by the vacancy announcement closing date and meet all the application criteria and conditions of employment (e.g., submit all required documentation, age requirement, Pre-Employment Interview, Panel Interview, Physical, Vouchering, etc.).

6. Be rated well-qualified for the position. (For Physician Assistant score must be 86 or above).

Displaced Employees Requesting
Special Selection Priority
Consideration Under the
Interagency Career Transition
Assistance Program (ICTAP)

If you are a displaced Federal employee you may be entitled to receive special priority selection under the ICTAP. To receive this priority consideration you must:

1. Be a displaced Federal employee. You must submit a copy of the appropriate documentation such as a RIF separation notice, a letter from OPM or your agency

documenting your priority consideration status with your application package. The following categories of candidates are considered displaced employees.

- A. Current or former career or career-conditional (tenure group I or II) competitive service employees who:
1. Received a specific RIF separation notice; or
 2. Separated because of a Compensable injury, whose compensation has been terminated, and whose former agency certifies that it is unable to place; or
 3. Retired with a disability and whose disability annuity has been or is being terminated; or
 4. Upon receipt of a RIF separation notice retired on the effective date of the RIF and submits a Standard Form 50 that indicates "Retirement in lieu of RIF"; or
 5. Retired under the discontinued service retirement option; or
 6. Was separated because he/she declined a transfer of function or directed reassignment to another commuting area.

OR

- B. Former Military Reserve or National Guard Technicians who are receiving a special Office of Personnel Management (OPM)

disability retirement annuity under section 8337(h) or 8456 of title 5 United States Code.

2. Be applying for a position at or below the grade level of the position from which you have been separated. The position must not have a greater promotion potential than the position from which you were separated.
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This must be submitted with your application package. (This requirement does not apply to candidates who are eligible due to compensable injury or disability retirement.)
4. Occupy or be displaced from a position in the same local commuting area of the position for which you are requesting priority consideration.
5. File your application by the vacancy announcement closing date and meet all the application criteria and conditions of employment (e.g., submit all required documentation, age requirement, Integrity Interview, Panel Interview, Physical, Vouchering, etc.).
6. Be rated well-qualified for the position. (For Physician Assistant score must be 86 or above).